

# ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES

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**IMPORTANT: Mark all packages and papers with contract and/or order numbers.**

1. DATE OF ORDER 06/04/2008		2. CONTRACT NO. (If any)		6. SHIP TO: Capt. Robert Johnson		
3. ORDER NO. DTMA5V08279		4. REQUISITION/REFERENCE NO. ADM08-55		a. NAME OF CONSIGNEE U.S. MERCHANT MARINE ACADEMY		
5. ISSUING OFFICE (Address correspondence to) U.S. Merchant Marine Academy (Procurement) MMA-5206, Division of Procurement  Kings Point NY 11024-1699				b. STREET ADDRESS Admissions Dept.		
				c. CITY Kings Point	d. STATE NY	e. ZIP CODE 11024-169
7. TO:				f. SHIP VIA		
a. NAME OF CONTRACTOR				8. TYPE OF ORDER		
b. COMPANY NAME NACAC				<input checked="" type="checkbox"/> a. PURCHASE REFERENCE YOUR: Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.		
c. STREET ADDRESS Natal College Fairs Processing, 1631 Prince Street				<input type="checkbox"/> b. DELIVERY - Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.		
d. CITY Alexandria	e. STATE VA	f. ZIP CODE 22314-2818		10. REQUISITIONING OFFICE U.S. MERCHANT MARINE ACADEMY		
9. ACCOUNTING AND APPROPRIATION DATA 7008 - 1750 - 002008 - 1C6AA11 - 50 - 0000 - 00 - 115000025 - 2156100 - 66 - 00 - - 85 - - -						
11. BUSINESS CLASSIFICATION (Check appropriate box(es))						12. F.O.B. POINT Destination
<input type="checkbox"/> a. SMALL <input checked="" type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. EMERGING SMALL BUSINESS <input type="checkbox"/> g. SERVICE-DISABLED VETERAN-OWNED						
13. PLACE OF		14. GOVERNMENT B/L NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)		16. DISCOUNT TERMS
a. INSPECTION USMMA KINGS POINT, NY	b. ACCEPTANCE USMMA KINGS POINT, NY					

## 17. SCHEDULE (See reverse for Rejections)

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	SEE LINE ITEM DETAIL					
SEE BILLING INSTRUCTIONS ON REVERSE	18. SHIPPING POINT	19. GROSS SHIPPING WEIGHT	20. INVOICE NO.			
	21. MAIL INVOICE TO: Justin Breeden					17(h) TOT. (Cont pages)
	a. NAME USMMA A/P Branch, AMZ-160					
	b. STREET ADDRESS (or P.O. Box) USMMA A/P Branch, AMZ-160, PO Box 25710					
	c. CITY Oklahoma City	d. STATE OK	e. ZIP CODE 73125		\$7,350.00	17(i) GRAND TOTAL

22. UNITED STATES OF AMERICA BY (Signature)

23. NAME (Typed)

Gregg Wanlass

TITLE: CONTRACTING/ORDERING OFFICER

AUTHORIZED FOR LOCAL REPRODUCTION

Previous edition not usable

OPTIONAL FORM 347 (REV. 3/2005)

Prescribed by GSA/FAR 48 CFR 53.213(e)



RECEIVING REPORT

SHIPMENT	PARTIAL		DATE RECEIVED	SIGNATURE OF AUTHORIZED U.S. GOV'T REP.	DATE
NUMBER	FINAL				
TOTAL CONTAINERS	GROSS WEIGHT	RECEIVED AT	TITLE		

[illegible]

PAGE NO.  
3 of 5

DATE OF ORDER

06/04/2008

CONTRACT NO.

ORDER NO.

DTMA5V08279

**TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17i) ➡ \$7,350.00**

<b>Contract Level Funding Summary</b>	<b>Document Number</b> DTMA5V08279	<b>Title</b> NATIONAL COLLEGE FAIRS-2008	<b>Page</b> 4 of 5
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7008 - 1750 - 002008 - 1C6AA11 - 50 - 0000 - 00 - 115000025 - 2156100 - 66 - 00 - - - 85 - - -

\$7,350.00

Reference Requisition: ADM08-55

**Total Funding: \$7,350.00**

	<b>Document No.</b> DTMA5V08279	<b>Document Title</b> NATIONAL COLLEGE FAIRS-2008	Page 5 of 5
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## COMMERCIAL CLAUSES

### 1 52.252-02 CLAUSES INCORPORATED BY REFERENCE

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es):

<http://acquisition.gov/far/current/html/FARTOCP52.html>

Clause	Title	Date
52.246-01	Contractor Inspection Requirements	April 1984

## SECTION I -- CONTRACT CLAUSES

### I.1 52.252-02 CLAUSES INCORPORATED BY REFERENCE

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es):

<http://acquisition.gov/far/current/html/FARTOCP52.html>

Clause	Title	Date
52.232-01	Payments	April 1984
52.232-08	Discounts for Prompt Payment	February 2002
52.232-25	Prompt Payment	October 2003
52.232-33	Payment by Electronic Funds Transfer-Central Contractor Registration	October 2003
52.233-01	Disputes	July 2002
52.243-01	Changes--Fixed Price	August 1987
52.249-04	Termination for Convenience of the Government (Services) (Short Form)	April 1984
52.249-08	Default (Fixed-Price Supply and Service)	April 1984

# Fall 2008 National College Fairs Booth Registration Agreement

The NACAC National Office will acknowledge this agreement and direct future correspondence to the primary contact person listed below. You must complete this agreement and the National College Fairs Participant's Agreement. (Please print or type)

## Contact Information:

Institution U.S. Merchant Marine Academy  
 Member Number 1430  
 Address 300 Steamboat Road  
 City/State/Zip Kings Point, NY 11024-1699  
 Country U.S.A.  
 Web Address www.usmma.edu

Primary Contact Person CDR Michael De Rosa  
 Title Assistant Director of Admissions  
 Phone 516-773-5391  
 Fax 516-773-5390  
 Email Admissions@usmma.edu

Chief Admissions Officer CAPT Robert Johnson  
 Phone 516-773-5391  
 Fax 516-773-5390  
 Email Admissions@usmma.edu

## Billing Information: (if different than above)

Institution \_\_\_\_\_  
 Member Number \_\_\_\_\_  
 Address \_\_\_\_\_  
 City/State/Zip \_\_\_\_\_  
 Country \_\_\_\_\_  
 Contact Person Jame  
 Title \_\_\_\_\_  
 Phone \_\_\_\_\_  
 Fax \_\_\_\_\_  
 Email \_\_\_\_\_

## FALL 2008 NCF BOOTH PARTICIPANT'S AGREEMENT

I have read and agree to all of the registration policies for the National College Fairs program described in this publication. I understand that to receive a refund or credit I must notify NACAC of cancellation in writing by the stated deadlines. I will also comply with cancellation guidelines. I accept responsibility of forwarding any exhibitor information received during the National College Fairs to all representatives of my institution who will be attending those fairs. **I have read the information on this page, and our institution and its representatives agree to abide by this agreement, all policies and rules regarding the NACAC National College Fairs, and to comply fully with the NACAC Statement of Principles of Good Practice.**

Signature\* [Signature]  
 Title DIRECTOR OF ADMISSIONS  
 Institution U.S. MERCHANT MARINE ACADEMY  
 Date 2 JUNE 2008

\*Signature required for processing

- Check here if an Institutional Membership Application will accompany this form
- Check here if this is your first time attending a NACAC College Fair

**BOOTH SIGN:** A booth sign will be provided. Please print or type the name and location of your institution in the following spaces **exactly** as you wish your booth sign to read. (Limit institution name to 45 letters and spaces).

UNITED STATES MERCHANT MARINE ACADEMY  
 Institution Name  
 KINGS POINT (LONG ISLAND) NEW YORK  
 City and State

## FALL 2008 NATIONAL COLLEGE FAIRS

DATES	LOCATION	NO. OF BOOTHS
September 14	Birmingham	08FBIR <u>1</u>
September 14	Greater Phoenix	08FPHO <u>1</u>
September 16	Baton Rouge	08FBAT <u>1</u>
September 28	Philadelphia	08FPHI <u>1</u>
September 28-29	Seattle	08FSEA <u>1</u>
September 29	Greater Washington	08FWAS <u>1</u>
October 1	Spokane	08FSPO <u>1</u>
October 1-2	Minnesota	08FMIN <u>1</u>
October 3-4	Portland	08FPOR <u>1</u>
October 5	Long Island	08FLIS <u>1</u>
October 7	Boise	08FBOI <u>1</u>
October 11	Jacksonville	08FJAC <u>1</u>
October 12	Cincinnati	08FCIN <u>1</u>
October 19	St. Louis	08FSTL <u>1</u>
October 22	Greater Ft. Lauderdale	08FFTL <u>1</u>
October 25	Chicago	08FCHI <u>1</u>
October 26	Milwaukee	08FMIL <u>1</u>
November 6	Indianapolis	08FIND <u>1</u>
November 11-12	Baltimore	08FBAL <u>1</u>
November 13	Atlantic City	08FATC <u>1</u>

BOOTH PRICE: EARLY BIRD RATE\* REGULAR RATE

NACAC member institutions: \$490 \$540  
 Nonmember institutions: \$690 \$740

\*Eligibility for the early bird rates requires receipt of registration by July 31, 2008 and full payment by August 29, 2008.

Total number of NCF booths 15 x price per booth  
 (from above) \$ 490 = Total Cost \$ 7,350

## METHOD OF PAYMENT:

• Check (Payable to National Association for College Admission Counseling) Check # \_\_\_\_\_  
 • American Express • MasterCard • Visa  
 Credit Card # \_\_\_\_\_ Exp. Date \_\_\_\_\_

Signature \_\_\_\_\_

- Purchase order enclosed (approved purchase order must be attached to NACAC registration form).

**Payment in full is expected before participating in a fair.**



Return forms with payment to:  
 NACAC Processing  
 National College Fairs  
 P.O. Box 101117  
 Arlington, VA 22210  
 or fax 703/836-3673